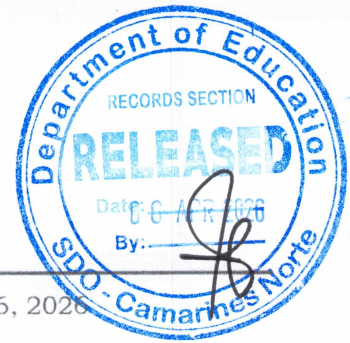




Republic of the Philippines
Department of Education

Region V-Bicol
SCHOOLS DIVISION OFFICE OF CAMARINES NORTE



April 6, 2026

DIVISION MEMORANDUM

No. 144, s. 2026

**PREPARATION AND SUBMISSION OF SY 2025-2026
YEAR-END REPORTS**

TO: Assistant Schools Division Superintendent
Chiefs of CID & SGOD
Public Schools District Supervisors
Public Elementary/Secondary School Heads
Private Elementary/Secondary School Heads
School Heads/Administrators of Non-DepEd Schools Offering SHS
All Others Concerned

1. In line with the preparation of the Statistical Bulletin and Year End Reports for SY 2025-2026, you are advised to submit the following:
 - **School Form 4** - *Monthly Learner Movement and Attendance Report as of March 2026 (All levels)*
 - **School Form 5K** - *(Report on Promotion and Level of Proficiency for Kindergarten)*
 - **School Form 5** - *(Report on Promotion and Level of Proficiency for Elem. & JHS)*
 - **School Form 5A** - *(End of Semester and School Year Learner Status for Grades 11 & 12)*
 - **School Form 5B** - *(List of Learners with Complete SHS Requirements for Grade 12 only)*
 - **School Form 6** - *Summarized Report on Promotion and Level of Proficiency (All levels)*
2. These reports must be submitted to the Planning & Research Section **on or before May 30, 2026**. The **School LIS End-of-School-Year Status** must be properly **Updated and Finalized**. All required forms for submission shall be generated through the LIS.
3. Wide dissemination and strict compliance of this Memorandum is earnestly enjoined to avoid delay in the submission to higher offices.

Digitally signed by Morcilla

CRESTITO M. MORCILLA, CESO V
Schools Division Superintendent



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